

MINUTES
HISTORIC LANDMARKS COMMISSION WORK SESSION
December 16, 2021

COMMISSIONERS PRESENT

Carroll Cottingham, Vice-Chair
Jamie French
Brett Fuller
Patricia Mulvihill
Steven Ponce
Tracy Schwartz, Chair
Kelly Thomas
Andrew Zimmerman

STAFF PRESENT

Kimberli Fitzgerald, Historic Preservation
Officer
Lisa Anderson-Ogilvie, Deputy Community
Development Director and Planning
Administrator
Thomas Cupani, Deputy City Attorney
Zachery Cardoso, Recorder

COMMISSIONERS ABSENT

Jessica Curteman

1. CALL TO ORDER:

Chair Schwartz called the meeting to order at 5:30 P.M.

2. Roll call was taken and quorum was established.

3. PUBLIC COMMENT:

None

4. APPROVAL OF MINUTES

a. Minutes of October 21, 2021

Motion: Move to approve the minutes.

Motion by: Commissioner Cottingham

Seconded by: Commissioner French

Questions or Comments by: None

Vote:

Aye: Cottingham, French, Fuller, Mulvihill, Ponce, Schwartz, Thomas,
Zimmerman

Nay:

Absent: Curteman

Abstentions:

Action: Moved to approve the minutes.

VOTE:

Yes 8 No 0 Abstain 0 Absent 1 (Curteman)

5. DESIGN REVIEWS

a) Historic Design Review – Case No. HIS21-28 for 466 Court St NE

Major Historic Design Review of a proposal to replace the transom windows and storefront systems on the primary faade and add a permanent outdoor covered dining area with a canopy and drapes adjacent to the Odd Fellows Hall Annex Building, a historic contributing building in Salem's Downtown Historic District, zoned CB (Central Business District), and located at 466 Court Street NE; 97301; Marion County Assessor's Map and Tax Lot number: 073W27AB-90004.

The Chair opened the public hearing at 5:42 p.m., asked the staff to read the criteria, and turned the case over to staff.

Kimberli Fitzgerald, Historic Preservation Officer, explained that prior to the hearing the applicant requested that the hearing be continued to the January meeting of the HLC and that the applicant change the scope of their application, with a new notice period to the public.

At this time, the Chair asked for a motion on the request.

Motion: Move to continue the hearing to the January 20, 2022 HLC Meeting

Motion by: Commissioner Mulvihill

Seconded by: Commissioner Zimmerman

Questions or Comments by: Commissioners Thomas, Cottingham

Vote:

Aye: Cottingham, French, Fuller, Mulvihill, Ponce, Schwartz, Thomas, Zimmerman

Nay:

Absent: Curteman

Abstentions:

Action: Move to continue the hearing to the January 20, 2022 HLC Meeting

VOTE:

Yes 8 No 0 Abstain 0 () Absent 1 (Curteman)

6. ACTION ITEMS:

None

7. DISCUSSION ITEMS:

- a. Workplan 2022
- b. Workplan Check-in

- i. Enforcement committee final meeting
- ii. Increase distribution of tour brochure
- c. Newsletter Assignments

8. HISTORIC PRESERVATION OFFICER REPORT

- a) Meeting between the Grand Rhonde and City

With no further business to discuss, the meeting was adjourned at 6:12 p.m.

Prepared by: *Zachery Cardoso, Recorder*
December 16, 2021

APPROVED: January 20, 2022